

Used Oil Collection Center Inspection Form

Site _____ Corp # _____ Date & Time _____ UOCC # _____
 Street address _____ City _____
 Mail address _____ Phone (____) _____
 Person met _____ Owner name _____

*** Circle all information above that changed since last inspection. ***

ISSUES	Y	N	NA	COMMENTS
1. Is UOCC sign clearly posted? (suggested not required)				If "yes," skip to # 3. If "no," proceed to # 2.
2. Did inspector have a sign posted? If no, explain.				
3. Are logsheets always used (name, address, date, quantity)?				
4. Does UOCC try to verify fluid is used oil before pouring in tank?				(check color, consistency, smell, ask DIYer, etc.)
5. If received, will contaminated dropoff/oil be set aside & LHD called?				It should be.
6. If orphan oil is received, will it be recorded on logsheet?				It should be.
7. If received, will orphan drums be reported to LHD within 24 hrs?				They should be.
8. Does UOCC know they should not accept used oil from businesses ?				They shouldn't unless registered as a "C" or "D" center.
9. Did inspector collect all logsheets since last submittal? If no , explain.				(except Autozone, Checker, etc.)
10. Does UOCC have an adequate supply of new logsheets?				If no , did inspector supply some? Yes No (circle one)
11. If used oil was transported, did inspector get copy of transport slip?				If no, list transporter name & last pick up date on next line.
12. Do transport slips show Clor-d-Tect results below 1000 ppm?				Transporter: _____ Pick up date: _____
13. Does UOCC transport any used oil to other locations?				If yes , explain in "# 34 Notes."
14. Does UOCC keep all transport slip & logsheet copies for 3 yrs?				If no , have them start a file.
15. Did inspector review UOCC's spill plan with UOCC?				Should it be updated? Will they post it by tank?
16. Are spill plan clean up materials easily accessible?				List materials & location: _____
17. Are there signs of used oil spills at UOCC (stained soil, etc.)?				If yes , describe, list cleanup plan & follow up date in "# 34 Notes."
18. Are used oil tanks, drums etc. in good condition & not leaking?				
19. Are all used oil containers (pipes to UST) clearly labeled "Used Oil"?				If no , when and how will they be labeled?
20. Does DIYer container have an adequate funnel (closed if outside)?				
21. Are containers covered to keep precip out & prevent overflows/spills?				(bungholes need plugs, uncovered buckets can overflow, etc.)
22. Are containers secure from public (locked funnel, fenced, inside)?				
23. Is access to tank clutter free? Is access to pouring safe & easy?				If no , what needs to be done & when?
24. If outside, do DIYer containers have secondary containment?				Type: ___ concrete ___ metal ___ vinyl ___ plastic ___ other
25. Is secondary containment free from oil, water & debris?				If no , list issue, cleanup plan & date in "# 34 Notes."
26. Are used oil drums (full or emptied) accumulating at the UOCC?				If yes , how many full: _____ partially full: _____ empty: _____
27. Does UOCC mix solvents, haz. waste or other with used oil?				They should not do this!
28. Does UOCC recycle their used oil filters?				If yes , will they take DIYer filters? Yes No (circle)
29. If discarded, are filters punctured & drained (>12 hrs, >65°F)?				Verify by checking some.
30. Were photos taken of all containers and site?				Label, date & attach photos when sending report to DEQ.
# 31 - 33 skip unless UOCC burns used oil				
31. Is UOCC aware they cannot burn used oil from other businesses?				They must have a marketer permit with DEQ to do this.
32. Is capacity of each space heater at or below 0.5 million Btu/hr?				
33. Is used oil only burned on cold days/for valid heat generation?				Should not be burned "just to empty tank."

34. **Notes:** inspector/UOCC **comments, suggestions, issues** (List how issues have been or will be resolved. Include follow-up inspection dates.)

Inspector signature: _____ UOCC signature: _____